

**OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE DELHI-I:  
C.R.BUILDING: I.P.ESTATE: NEW DELHI – 110002:**

C. No. I-5(3)CE/Comp/Website/D-1/03/Pt.I

Dated:

**TENDER NOTICE**

**Subject : Invitation of quotations for Comprehensive Maintenance and updation of website <http://www.centralexcisedelhi.nic.in> of the Chief Commissioner of Central Excise, Delhi Zone.**

Quotations in sealed cover are hereby invited to award Comprehensive Annual Maintenance-cum-updation contract of website <http://www.centralexcisedelhi.nic.in> of the Chief Commissioner of Central Excise, Delhi Zone. Please thoroughly go through all screens available on this website to get an idea of present and future requirement. The number of screen is bound to change i.e. increase or decrease depending upon future requirement. Presently, this site is catering to 6 Commissionerate. This number may increase or decrease in future. The prices must be quoted in following format:

S. NO.	Description
1.	Collection of Data and updation of the website and linked pages

**Note : All prices must be inclusive of all taxes.**

**TERMS & CONDITIONS:**

1. The contractor shall collect data (in physical form or in electronic form or through e-mail) and update the same on website immediately. The frequency of collection of data or updation is not fixed; the contractor shall be liable to collect data and update the same on website on demand.
2. In case any data is not collected or updated within 24 hours (excluding holidays), an amount calculated @ Rs. 250/- per day will be deducted as penalty.
3. The updation will be done through PC located in CR Building, I.P.Estate, New Delhi- 110002 or some other location convenient to the department. The contractor shall be responsible for any loss or damage caused to any of the machines owing to negligence on their part.
4. This tender is available on our website, the contractor is advised to go through the contents of the website to fathom the workload and complete the work within the required time frame. No additional charges will be paid to contractor in case he has to employ more employees or employ more qualified/paid employee or provide some additional 'infrastructural facility under actual workload conditions.
5. The staff employed by the contractor shall not be eligible to claim any employment with this office simply by virtue of being working with him.
6. This office shall not pay any additional charges except Annual maintenance charges. The prices are inclusive of all taxes. In case, some additional software is needed to get the work done, the same shall be provided by the contractor free of charge.

7. The contract will be effective from 1<sup>st</sup> June, 2008 to 31<sup>st</sup> March,2009. In case the service is found to be unsatisfactory, the contract will be canceled without assigning any reason. In case contract is cancelled before the above time period, the proportionate payment will be made for the completed months (i.e. months rounded down for 8.7 months, payment will be made for 8 months only).

8. Company must have a respectable number of contract of maintaining website with Government Agencies (The list must be enclosed with sealed quotations).

9. Important customers list/Govt./MNC's Big Corporate purchase order (Photocopy) must be attached with bid.

10. The rates should remain valid for a minimum period of three months.

11. The department shall not be held responsible for postal delay/non receipt of tender document/form in time, due to delay in transit.

12. This office does not bind itself to accept the lowest tender, and reserves the right to reject any or all the tenders received without assigning any reason whatsoever or incomplete in any respect or the prescribed conditions are not fulfilled are liable to be rejected. Canvassing in any form by the tenderer will result in rejection of their tenders.

13. Sealed quotations, Complete in all respect may be addressed to the Joint Commissioner (Computer), Room No. 120, Ist Floor, Central Excise Commissionerate, Delhi-I, C.R.Building, I.P. Estate, New Delhi - 110002 latest by 1600 hours on 08.05.2008 and quotation will be opened at 1100 hours on 09.05.2008 in Conference Room, interested party may appear.s Any Verification/Clarification regarding sites/location of offices may be done on 30.04.2008. Superintendent (Computer) in Room No.256, 2nd Floor, Central Excise Commissionerate, Delhi-I, C.R.Building, New Delhi - 110002 may be contacted on any working day with regard to any clarification in this regard.

This Commissionerate reserves the right to select or reject any or all the quotations received without assigning any reason whatsoever.

-sd-/  
Joint Commissioner (Computer)  
Central Excise Delhi-I